

FINANCING

Filing Requirements Checklist

(Applicable Regulation: 807 KAR 5:001, Sections 6 & 11)

Case No. _____ Applicant Name _____ Received Date _____ Form Circulation Date _____

Instructions:

- 1) Each division noted by checkmark () is to complete its review and pass on within two days of receipt.
- 2) This form is to list only the specific filing deficiencies as identified in the regulations. If additional information is needed, an information request must be issued.
- 3) Staff member should use initials and list date review is completed.
- 4) Return to Docket Section following review by all divisions.

Reviewed by following Divisions:	Date	<u>Staff Member</u>
_____ Filings	_____	_____
_____ Financial Analysis	_____	_____
_____ Engineering	_____	_____
_____ Legal	_____	_____

<u>Division Responsible</u>	<u>Law/Regulation</u>	<u>Filing Requirement</u>	<u>Requirement Met</u>		<u>Waiver Requested</u>	<u>Approve Waiver?</u>	
			Yes	No		Yes	No
	<u>807 KAR 5:001:</u>						
Filings	Section 8(1)	Full name and post office address of applicant and a reference to the particular provision of law requiring Commission approval.					
Filings	Section 8(2)	The original and 10 copies of the application with an additional copy for any party named therein as an interested party.					
Legal	Section 8(3)	If applicant is a corporation, a certified copy of the Articles of Incorporation and all amendments thereto <u>or</u> if the articles were filed with the PSC in a prior proceeding, a reference to the style and case number of the prior proceeding.					
Legal	KRS 278.300(2)	Every financing application shall be made under oath, and shall be signed and filed on behalf of the utility by its president, or by a vice president, auditor, comptroller or other executive officer having knowledge of the matters set					

<u>Division Responsible</u>	<u>Law/Regulation</u>	<u>Filing Requirement</u>	<u>Requirement Met</u>		<u>Waiver Requested</u>	<u>Approve Waiver?</u>	
			Yes	No		Yes	No
		forth and duly designated by the utility.					
Financial Analysis	807 KAR 5:001: Section 11(1)(a)	Description of applicant's property.					
		Statement of original cost of applicant's property and the cost to the applicant, if different.					
Financial Analysis	Section 11(1)(b)	If stock is to be issued: and kinds to be issued.					
		--Description of amount and kinds to be issued.					
		--If preferred stock, a description of the preferences.					
		If Bonds or Notes or Other Indebtedness is proposed:					
		--Description of the amount(s)					
		--Full description of all terms					
		--Interest rates(s)					
		--Whether the debt is to be secured and if so a description of how it's secured.					
Financial Analysis	Section 11(1)(c)	Statement of how proceeds are to be used. Should show amounts for each type of use (i.e., property, debt refunding, etc.)					
Financial Analysis	807 KAR 5:001: Section 11(1)(d)	If proceeds are for property acquisition, give a full description thereof. Supply any contracts.					
Financial Analysis	Section 11(1)(e)	If proceeds are to refund outstanding obligations, give:					
		--Par value					
		--Amount for which actually sold					
		--Expenses and application of proceeds					
		--Date of obligations					

<u>Division Responsible</u>	<u>Law/Regulation</u>	<u>Filing Requirement</u>	<u>Requirement Met</u>		<u>Waiver Requested</u>	<u>Approve Waiver?</u>	
			Yes	No		Yes	No
		--Total amount					
		--Time held					
		--Interest rate					
		--Payee					
Financial Analysis	Section 11(2)(a)	Financial Exhibit (see below)					
Financial Analysis	Section 11(2)(b)	Copies of all trust deeds or mortgages. If previously filed, state case number.					
Engineering	Section 11(2)(c)	If Property to be acquired:					
		--Maps and plans of property.					
Financial Analysis	Section 11(2)(c)	--Detailed estimates by USOA account number.					

ALL INFORMATION BELOW IN SECTIONS 6(1) THROUGH 6(9) SHOULD COVER THE PERIOD ENDING NOT MORE THAN 90 DAYS PRIOR TO DATE ON WHICH APPLICATION WAS FILED:

Financial Analysis	807 KAR 5:001						
Financial Analysis	Section 6(1)	Amount and types of stock authorized.					
Financial Analysis	Section 6(2)	Amount and types of stock issued and outstanding.					
Financial Analysis	Section 6(3)	Detail of preference terms of preferred stock.					
Financial Analysis	Section 6(4)	<u>Mortgages:</u>					
		--Date of Execution					
		--Name of Mortgagor					
		--Name of Mortgagee or Trustee					
		--Amount of Indebtedness Secured					
		--Sinking Fund Provisions					

<u>Division Responsible</u>	<u>Law/Regulation</u>	<u>Filing Requirement</u>	<u>Requirement Met</u>		<u>Waiver Requested</u>	<u>Approve Waiver?</u>	
			Yes	No		Yes	No
Financial Analysis	Section 6(5)	<u>Bonds</u>					
		--Amount Authorized					
		--Amount Issued					
		--Name of Utility Who Issued					
		--Description of Each Class Issued					
		--Date of Issue					
		--Date of Maturity					
		--How Secured					
		--Interest Paid in Last Fiscal Year					
Financial Analysis	Section 6(6)	<u>Notes Outstanding:</u>					
		--Date of Issue					
		--Amount					
		--Maturity Date					
		--Rate of Interest					
		--In Whose Favor					
		--Interest Paid in Last Fiscal Year					
Financial Analysis	Section 6(7)	<u>Other Indebtedness:</u>					
		--Description of Each Class					
		--How Secured					
		--Description of Any Assumption of Indebtedness by Outside Party (i.e., any transfer)					

Division Responsible	Law/Regulation	Filing Requirement	Requirement Met		Waiver Requested	Approve Waiver?	
			Yes	No		Yes	No
		--Interest Paid in Last Fiscal Yr.					
Financial Analysis	Section 6(8)	Rate and amount of dividends paid during the five (5) previous fiscal years and the amount of capital stock on which dividends were paid each year.					
Financial Analysis	Section 6(9)	Detailed income statement and balance sheet.					

IF APPLICANT IS A SEWER UTILITY, THE FOLLOWING ADDITIONAL FILING REQUIREMENTS APPLY:

Financial Analysis	Section 3(3)(a)	Copy of amortization schedules of present and proposed indebtedness.					
Financial Analysis	Section 3(3)(a)	A full and complete explanation of any corporate or business relationships between applicant and parent or brother-sister corporation, subsidiary(ies), a development corporation(s), or any other party or business to afford the PSC a full understanding of the situation.					